

**MINUTES
CIVIL SERVICE COMMISSION
SPECIAL MEETING
MAY 26, 2010
6:00 P.M.**

The Civil Service Commission of the City of Forest Hill met on the above date at 6:00 p.m. with Commissioner Ozell Birks presiding. The following Commissioners and officials were present: Commissioners Tony Santiago, and Gene Pirtle; City Manager Sheyi I. Ipaye, Interim Civil Service Director Jaynice Porter-Brathwaite, Acting City Secretary Grace Edwards, and Acting City Attorney Alicia Johnson.

Opening Agenda:

A. Call to Order

With a quorum present, Commissioner Birks called the meeting to order at 6:03 p.m.

B. Invocation

C. Consent Agenda: All consent agenda items are considered to be routine by the Civil Service Commission and will be enacted by one motion. There will be no separate discussion of these items unless a Civil Service Commission member so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

1. Consider minutes of the July 9, 2009 regular Civil Service Commission meeting.

Commissioner Pirtle made a motion to accept all consent agenda items as presented, Seconded by commissioner Santiago, which passed as follows:

Ayes: Commissioners Birks, Santiago, and Pirtle

Nays: None

D. New Business:

2. Hear appeals for December 10th, 2009 Police Corporal Promotion Exam filed by Officers Greg Gauntt and Thomas Gross.

E. Deliberation Agenda:

3. Discuss and consider action amending results of promotional exam Police Corporal.

Greg Gauntt's Attorney Richard Carter and Thomas Gross' Attorney Lance Wyatt presented their appeals on behalf of their clients for the December 10th, 2009 Police Corporal Promotion Exam. The attorneys challenged a total of ten (10) exam questions citing that they were unfair because the exam questions were not derived from the City's recommended study material.

Commissioner Birks made motion to table this item to allow time for reviewing the Study Material.

4. Discuss and consider approval of legibility list for entry level fire fighters.

Commissioner Pirtle motioned to approve opening up the eligibility list to Fire Fighters with two (2) years or more of experience, seconded by Commissioner Santiago, which passed as follows:

Ayes: Commissioners Birks, Santiago, and Pirtle

Nays: None

5. Discuss and consider the results of the Fire Lieutenant promotional exam and that no candidate achieved a passing score.

Assistant Chief/Fire Marshall Randy Chapman advised that this is addressed with approval of opening up the eligibility list to include Fire Fighters with two (2) years or more of experience increases the number of eligible applicants.

6. Discuss and consider the Commission opening the Fire Lieutenant promotional exam to any Fire Fighters who are currently in the next lower rank Driver/Engineer, without regard to length of time served in that rank.

Assistant Chief/Fire Marshall Randy Chapman advised that this is addressed with approval of opening up the eligibility list to include Fire Fighters with two (2) years or more of experience increases the number of eligible applicants.

7. Discuss and consider the Commission delegating to the Director the following Course of action should the need arise: Should an insufficient number of eligible Candidates indicate intent to test for the Fire Lieutenant position, or should

the competitive promotional exam result in no one achieving a passing score, the director is authorized to open the promotional exam to the next lower classification, which would be all Fire Fighters with the Forest Hill Fire Department who have more than two years of experience.

Assistant Chief/Fire Marshall Randy Chapman advised that this is addressed with approval of opening up the eligibility list to include Fire Fighters with two (2) years or more of experience increases the number of eligible applicants.

F. Reports/Announcements

8. Notification of appointments made to entry positions within the Forest Hill Fire Department.

1. **Assistant Chief/Fire Marshall Randy Chapman announced that three (3) new Fire Fighters were hired: 1) Justin Pritchett, 2) Dennis Denham, and 3) Keith Bryan.**

G. Adjournment

With no further business to discuss the Civil Service Commission adjourned at 6:35 p.m.

Jaynice Porter-Brathwaite
Interim Civil Service Director

Sheyi I. Ipaye, CPM
City Manager